

CLASS TITLE: CAPITOL POLICE OFFICER-LIEUTENANT

Class Code: 02187600

Pay Grade: 24A

EO Code: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To supervise and participate in the work of a group of subordinates engaged in the enforcement of laws and regulations and other security duties at state assigned buildings; to make arrests in accordance with provisions of the law; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of the Chief, Capitol Police from whom assignments are received; work is reviewed through written and oral reports for conformance to laws, regulations and policies.

SUPERVISION EXERCISED: Supervises and reviews the work of assigned Capitol Police personnel.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To assist the Chief, Capitol Police in coordinating and supervising the operations of the Capitol Police Force.

In the absence of the Chief, to supervise and administer the Capitol Police Force.

To review and summarize the reports of subordinates and to take appropriate actions based on these reports.

To assist in coordinating the unit's efforts with other law enforcement agencies.

To assist in enforcing the rules and regulations of the force by reviewing reports and conducting inspections.

To assist in staff training programs.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of law enforcement operations, procedures and activities; a working knowledge of security systems and procedures; a working knowledge of administrative functions including personnel matters and the ability to compile records, rules and regulations regarding a security operation; the ability to prepare clear and concise reports and recommendations; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; and

Experience: Such as may have been gained through: considerable employment in a supervisory and administrative capacity in a law enforcement agency such as a state, city or town police force.

SPECIAL REQUIREMENT: Prior to appointment must have satisfactorily completed the Rhode Island Municipal Police Training Academy curriculum or a comparable program offered by state or municipal police departments. Conditions to be met for appointment: (1) must be physically qualified to perform assigned duties as evidenced by a physician's certificate; and (2) must be a constable with powers of arrest within the jurisdiction where employed.

Class Revised: February 28, 1988

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